

2013-2014 Year-End Committee Report Form

Committee: University Sustainability Board	
Chair: Lynne Trulio, Environmental Studies	Chair-Elect for 2014-2015: Lynne Trulio (pending administrative appointments) lynne.trulio@sjsu.edu
Number of meetings held (2013/14): 10 (once a month)	

Items of Business Completed 2013/2014

1. Campus as a Living Lab Project - Year-long project funded by the CSU Chancellor's Office. SJSU, De Anza and Foothill Colleges collaborated to infuse sustainability more widely through the curriculum at all three campuses. All materials are at <http://www.sjsu.edu/sustainability/>.
2. Campus Energy Forum - Campus-wide panel on energy conservation to educate the campus on how to reduce energy use in the office and at home (Fall 2013); see attached flyer.
3. Planning for College Energy Challenge - Year-long preparation for College Energy Challenge in Fall 2014; see attached flyer.
4. Campus Water Quality Study - Faculty and FD&O cooperative study of water fountain quality undertaken by Environmental Studies students (Spring 2014). Results were presented to the Sustainability Board and FD&O.
5. Earth Day Participation- Staffed a booth and gave tours of SJSU sustainability features (April 2014).
6. Initial Assessment of STARS Review - Subcommittee collected information on how to undertake a new STARS review of the overall sustainability of the campus and reported their findings to the Board.

Unfinished Business Items from 2013/2014

1. Determine how to undertake STARS evaluation
2. Follow-up with FD&O on water fountain quality measures

New Business Items for 2014/2015

1. Undertake the College Energy Challenge in Fall 2014
2. Develop and initiate plan to undertake STARS evaluation (if approved by the Sustainability Board and campus partners)



San José State
UNIVERSITY

SJSU Energy Footprint Panel

Everyone welcome!
Monday, November 4, 2013
10:30–12:30pm
King Library 225/227

SJSU Energy Experts answer *your* questions on
what REALLY works to reduce CO₂

*Learn what you can do to reduce your daily energy use and
CO₂ footprint at home and on campus.*

*Hear about the Spring 2014 College Energy Challenge
--with a prize for the winner!*



Money isn't all you're saving!

Brought to you by the SJSU Sustainability Board
For more details see: sjsu.edu/sustainability

SPARTAN CAMPUS ENERGY CHALLENGE FALL 2014



Spartan Energy Saving Tips

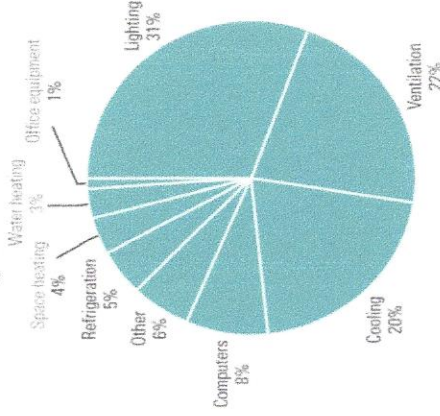
- Turn off lights in rooms after class, at the end of the day
- Use natural lighting when appropriate, dress appropriately for the weather, skip the elevator and take the stairs.
- Removing space heaters and mini-refrigerators from offices and cubicles. Not only are they a fire hazard, but it's estimated that they consume up to 9% of electricity usage in higher education facilities at a cost of almost \$11,000 a year.
- Turn off monitors, computers and printers after use, at end of the day and weekends. Doing this for all 8000 monitors on campus can save up to \$320,000 annually!
- Set your computer to automatically go into STANDBY mode after 10 minutes. Disable screensavers!
- Close windows and doors to save cooling/heating energy.
- Turn off laboratory vent hoods when not in use. Keep fume hood sashes at indicated height and closed when not in use.
- Unplug equipment not in use or use a surge protector to turn off several plugs at once. "Vampire power" can add up to 10% of your electricity usage or \$12,000 a year in electricity costs.

Objectives: To increase campus community awareness regarding sustainability measures we can all utilize. In doing so we can reduce energy use through the combined actions of individual students, faculty and staff. The Campus Energy Challenge aims to encourage energy conservation by using no-to-low cost actions that will achieve 2 goals: a short term goal of direct campus energy savings during the Fall 2014 semester; and a long term goal of instilling permanent behavioral changes to promote energy efficiency.

Challenge Rules: Each SJSU College will have one of their buildings monitored for electricity usage. Electricity usage will be compared against the Fall 2013 semester. The college with the highest percentage decrease will receive a recognition award of 25% of the savings and the college with the second highest percentage savings will be awarded 15% of the savings. If all eight colleges reduce their building usage by 10%, the first place prize can potentially be \$20,000!

College	Monitored Building
Science	Duncan Hall
Business	Business Complex
Engineering	Engineering
CASA	MacQuarrie Hall
Education	Sweeney Hall
Library	MLK Library
COSS	Washington Square Hall
Humanities/Arts	Art Building

Typical Electricity Use Higher Ed Facilities



© E. Source: data from the U.S. Energy Information Administration

Go to www.sjsu.edu/fdo/energychallenge for more information!



Sustainability Board Meeting Minutes

December 2, 2013; 9:00-10:15am; CoSS Dean's Conference Room

Attendees: Chris Brown, Scott Fosdick, Michael Parrish, Michael Fallon, Peggy Cabrera, Beverly Grindstaff, Alan Leventhal, Meikang Qui, Katherine Cushing

Agenda:

- College Energy Challenge
- Water Quality on Campus

College Energy Challenge

Chris suggests we wait until Fall 2014 to have the Energy Challenge. FDO is not ready to launch (need FDO sustainability website, etc.) and we have not advertised well yet.

Could we have hallway lights on motion sensors? Not really possible, but they are supposed

Chris says turning lights and computers off will save lots of energy. Turning off computers does not wear out the hard drive or take more energy than leaving it on.

Chris says FDO would want to put out examples of energy savings expected if we turn off all lights, computers. Want to quantify savings in terms of \$ and GHGs. We need to educate people before we launch the Challenge.

Jen asks if we are looking at changing bulbs etc.? Chris says no, that's what FDO does. I mention that we are focusing on behavior change.

Jen asks if there is anything for students to participate? Yes, indeed, we want to bring in students to turn off lights, reduce classroom energy use, etc.

A goal of the Challenge is to raise general awareness on campus about sustainability and energy conservation.

Peggy suggests a teaching module on energy savings to help educate the public, have in orientations

Michael F. suggests we take advantage of Sustainability Week in to roll out the information.

Can we expand to more buildings? Not so easy, but we could try to get people to save energy all over campus. Chris notes that each building has a building representative; perhaps we can have them involved? Not so easy.

Jen asks if we could involve student housing? That's a place to make big changes. Chris suggests we could have a "housing challenge". We will look into this.

We all agree to have the Energy Challenge next Fall because, above all, we want it to be a success.

Water on Campus

Two issues on campus:

1. The perception that water is not safe to drink.
2. The water fountains look terrible.

Chris states that SJSU water comes from our own well and is tested each week, at the buildings. We are overseen by the Department of Public Health. Cross contamination by chemicals in pipes is not possible. We do have very hard water on campus—lots of calcium. Aeration and water softening are needed.

We need public information on testing for each building. Water may taste different or not great to some people, which is one issue, but apparently many students and faculty think it's just not safe. Jen says the Green Ninja is a good way to get information out to students.

Scott is worried about the water distribution system to water fountains.

Water fountains look terrible; could we replace them? Replacing water fountains is expensive, ~\$4000 per fountain.

Running a well is very sustainable. It saves lots of energy.

Robb says in Un. Advancement they have a Culligan filter system in place of bottled water.

Chris will bring information to the Sustainability Board about water quality on campus.

Beverly brought a bottle of water that started milky and now is clear. Chris notes that the milky color is due to aeration and hard water. Beverly brings up the idea of having a sign at major fountains to explain this.

What's the best way to communicate this? Chris is not opposed to the sign posting idea but is not sure it's the best idea, either. We need to discuss info delivery further.

Katherine notes that she has conducted water taste tests for water on campus and she can get us those results. Water temperature was a key factor in whether people liked any type of water—the colder the better. We can do this test again.

Everyone likes the idea of doing the taste test again. We also like the idea of collecting data on campus perceptions of SJSU drinking water. Katherine can have her Spring water management class do a survey of student perceptions and conduct the taste test. This could all occur on National Water Day in March.

Alan suggests we create a water fountain app called "Oasis".

Chris is looking at retrofitting metal fountains with goosenecks.

After the meeting, several members suggest that we take out a number of water fountains and use the energy savings to put in "water refilling stations" around campus. This would centralize water refilling and allow more focused testing.

This is the LAST MEETING of the semester!

ACTION ITEMS:

- Lynne will meet with Chris Brown to develop a timeline for Spring to ramp up to the Energy Challenge and will distribute the schedule to the USB members.
- Katherine will meet with Chris Brown on STARS reporting for next year.
- Lynne will work with Peggy and Beverly on developing CLL teaching modules.
- Katherine will plan to have her water management students undertake water testing and surveys on National Water Day.

Sustainability Board Meeting Minutes

November 18, 2013, 9:00am-10:15am, CoSS Dean's Conference Room

Attendees: Katherine Cushing, Meikang Qiu, Adam Filipp, Robb Drury, Chris Brown Beverly Grindstaff, Lynne Trulio, Alan Leventhal (College of Social Sciences), Miwa Merz, Michael Fosdick, Michael Fallon

Agenda Items:

- Review of Energy Panel event and College Energy Challenge plans
- Update on the Campus as Living Lab project
- Introduction to the STARS evaluation and how to proceed on the next review

Introductions

- Welcome Alan Leventhal. He is the technology guru for the College of Social Sciences and is filling the role of Staff Member on our Board.

Debrief from the Energy Footprint Panel

- Lynne thinks it went well - 50 to 60 people there, a mixture of students and faculty.
- Miwa thought that the panel gave different perspectives of sustainability and educated the students in an effective way.
- Michael Parrish brought representatives from SJ City Green team and Acterra
- Meikang liked sharing having the community present for the interaction on the fundamentals of sustainability and energy, in particular
- Alan asked if we can develop a way that to broadcast such events; Beverley says funding for such things is an issue; Robb says at least we can record it for the website, and do streaming video for future presentations.
- Alan would like to enhance visibility of our events; Robb says a benefit of the sustainability webpage is that it is integrated with the campus calendar; We will send our Deans a link to the presentations and to the website.
- College of Social Sciences has a link to the Sustainability page, which could be a model for other colleges.
- Beverly is working with Bob Bane to make an archival of recordings that will go into King Library.
- Beverley proposes working with the dorms to get a sustainability phrase in the contract of housing documents. Will speak to higher ups to get sustainability integrated in the housing.
- Lynne was hoping to see more faculty at the event, but we were successful in creating an event from our Board and in getting the energy competition out there.

Spring 2014 Campus Energy Challenge

- Miwa brings up the time period of January to May and how we communicate to our colleges by then.
- Robb says the first step will be an FAQ and then a public meeting.
- Lynne will ask FD&O about the baseline, dashboard, and the dates to finalize.
- Lynne instructs members to get on the agenda of their College policy meeting; we will provide a document with information on the Energy Challenge.
- Lynne will also present this to the UCCD meeting, we would want to meet with them before the start of the semester.
- Next meeting, Lynne will bring the details finalized.

- Beverly has questions about the Challenge. She notes that conservation measures are focusing on turning lights off in classrooms, but how will this really result in energy savings compared to last year with students bringing their computers to class?
- Robb notes that these issues may make it tough to have the greatest impact, but the Challenge will engage the colleges in community participation to reduce energy use and will raise awareness.
- Adam asks if we can have FD&O give us an estimate of how much we might be able to save by reducing inefficiencies, such as turning off lights and computers.
- As a campus, we might ultimately want to analyze the policy of increasing technology and devices used in classrooms.
- We need data on the energy savings of using computers. For example, does turning computers on and off use more energy than leaving them on? Meikang says that turning a computer off may cause damage.
- Lynne hopes the Challenge will also raise awareness that we need to constantly inform ourselves of what works and what does not to promote sustainability. This target is always changing.

Campus as a Living Lab project

- Lynne wrote a grant proposal to the CSU Chancellor's office, received \$12,000
- Partnered with DeAnza College and Foothill College to create a sustainability map that show 3 features and build teaching modules that go with these features
- In the spring we are going to advertise to create a learning community to learn these modules. Lynne would like 10 faculty from our campus, not the usual suspects but people who do not usually integrate sustainability in their curriculum.
- Right now, Lynne seeks instructors to develop sustainability teaching modules for three campus sustainability features such as the Sustainable Ag Garden, FD&O COGEN plant, Campus recycling program, Martin Luther King Library LEED certification;
- Each instructor will get a \$500 Stipend for the module. Module needs to be completed by mid-January 2014. Each module will integrate GE learning objectives such as how efficient energy productions applies to developing a livable society.
- Lynne meets with her team once a month, and invites board members to participate.

Water Quality on Campus

- Scott brings up the issue that water from campus drinking fountains does not look or smell that good. Is it safe to drink?
- Lynne states that our water is tested very often and is safe, but she recognizes this is an issue on campus.
- Beverly notes that the fountains themselves look pretty bad, not something you want to use.
- We decide to ask FD&O to test water at the fountains on campus. We would then like to publicize the results through an education campaign on campus. Beverly notes that students in H&A can help design posters for this campaign.
- Educate students with Spartan Shops Inc. and Green Ninja's reusable mug campaign.

Background and Discussion on Implementing a new STARS audit (lead by Katherine Cushing)

- In February 2009, the associated students passed a resolution to notify that college that students were interested in a more sustainable campus.
- SJSU President Whitmore created sustainability director position to do a sustainability audit. Katherine Cushing was selected as this director and she implemented the STARS audit in 2011, designed specifically for campuses by AASHE. The traditional focus of audits has been operations (lighting, heating, cooling, and water running), but the AASHE STARS audit also includes education, and research measures.

- In 2010, we hired a consulting team to put together our audit materials because of the large project size. We earned 50.25 points out of 100, a silver rating. We need to get to 65 points for a gold rating, which Lynne and Katherine believe we can do.
- The current certification expires next year in August and we need to redo our audit. We need support from the upper administration, as this is a University-wide project, and we need to pay AASHE \$1500 for our membership. We will also need to pay a consultant.
- Robb suggests perhaps of the recent \$500,000 from PG&E rebate could go to fund the assessment?
- Michael Fallon says that the STARS assessment can be amped up through events on campus and other Board act
- Points we could get:
 - We have detailed statistics from Associated students on transportation;
 - We should get points for counting how many people volunteer at events with tracking of hours (9 Points);
 - Recognition for our recycling efforts;
 - More recognition of energy savings by calculating CO2 differently;
 - Work on New student and employee sustainability education.

ACTION ITEMS:

- Lynne: Ask Adam Bayer to come to our next meeting to discuss details of the Energy Challenge. Ask Debbie Andres to discuss water testing at our next meeting.
- Lynne and Katherine: Meet with Chris Brown on STARS Assessment
- Board Members: Communicate to each college Dean to see if they would be willing to have a sustainability page on their website with a link to Sustainability webpage at SJSU
- Lynne will contact the panelists to put their presentations to the sustainability website

NEXT MEETING: Monday, December 2nd, 9:00-10:15, Location TBD

Agenda Items

- Adam Bayer to answer energy questions for College energy challenge and water quality questions.
- Look into cool air clean planet model

Sustainability Board Meeting - Minutes

October 7, 2013, 9:00-10:15am, TH 110

Next Meeting: November 18th, 9:00-10:15am, WSQ 105

Attendees: Michael Parrish, Chris Brown, Eugene Cordero, Robb Drury, Miwa Merz, Michael Fallon, Beverley Grindstaff, Nadia Sorkhabi, Scott Fosdick, Meikang Qiu, Peggy Cabrera, Katherine Cushing, Victor Hernandez, Debbie Andres, Lynne Trulio

Agenda items:

- Review the website
- Discuss Sustainability Open Meeting
- Discuss key STARS actions to pitch to EnvS 168
- Discuss filling vacant Board Seats

Opening Comments:

Michael Parrish describes work by the City of San Jose Green Team. One program is the CatalogChoice campaign to reduce junk mail. They will come to our Energy Panel event.

- CatalogChoice.org : sign up and junk mail reduction choice
- Chris Brown mentions that phonebooks are an issue here on campus
- Eugene Cordero-Program expires in January, planned to be extended
- San Jose will track how many people have used the service.
- GOAL: TO GET 90,000 PEOPLE INVOLVED
- There will also be a Spare the Air youth conference
-

Lynne - Environmental Resource Center on October 24th will have their annual Locavore fair near the statues.

Energy Summit: Monday, November 4th 10:30am to 12:30

- Energy Footprint worked on by Peggy
- Talked with Adam about the website and Advertising/Flyer
- First 50 minutes will be a panel of experts on what really works to reduce a carbon footprint
- Next hour will be an open forum for people's questions
Introduce the college energy challenge for Spring 2014 - The concept is that, using a baseline, each college will try to reduce their energy use to save the most energy
- Chris Brown- premise of competition is that whatever you save, you get in return to use for budget items.
- Pick one major building for each college.
- Problem if you have a really large building : 25% of the total
- Beverley wants to focus on everyone's habits. If everyone gets 25 % then there is a larger buy in, earmarked.
- Chris Brown will take a portion out of his budget to give to the winning college 1st and 2nd prize, maybe?
- The competitive edge is really important, because it incentivizes the colleges to excel

- Pick one building per college that is metered and choose that as the representative one for this year.
- Lynne talks about highlighting each college's achievements, even though there will be one winner of the challenge.
- Hit the switch posters? For student involvement
- Will the Deans respond and rally the troops? Scott Fosdick- yes if they are
- Monthly meter readings- site with bar graphs for each college – Quantify in something simple like lights turned out.
Just electricity
- Beverley asks if it is possible to keep reinforcing the behavior as they go?
- Facilities guy agrees that Yes, we can educate people as we go along to reinforce engagement.
- Lynne summarizes how the challenge is focused just on electricity, says she will go to a Deans meeting and inform them of the competition
- Michael Parrish asks when it will kick off-
- Chris Brown- Depends on the baseline timeline, details may be longer than November
- Lynne says maybe it will be from January to June, and reward someone in the fall
Shouldn't go on for more than 6 months
- Miwa Merz - How do we get students to buy in?
- Each college must come up with the steps they will take to reduce energy. Need to design a form.
- Lynne is going to meet with Chris Brown and Debbie to come up with items that can be done to save energy

Edits to the Flyer (done within a week)

- add University logo
- email attachment as pdf with link
- link would have a lineup
- Look at how we use capitalization
- Change photo: Students in background photo
- Use action Words
- Should pop out
- Rob Drury has a marketing department
- Start advertising it to other groups you are in
- Website: we paid an outside environment it would take 8 months
- Lets look at what we have
- Highlight the points
- What do we want to make more prominent?

San Jose State University Sustainability Board: First Fall Meeting

August 26, 2013, 10:30-11:45, TH 110

Mission: Advises and makes recommendations to the Academic Senate and the President in the following areas:

- setting and measuring progress towards meeting University-wide goals to promote sustainability across academic and non-academic divisions; and
- benchmarking SJSU sustainability efforts relative to state and national leaders in university sustainability.

The Board also works with appropriate units in the university as a resource for:

- centralizing and effectively communicating information on SJSU's sustainability efforts, both internally and externally;
- integrating sustainability into key planning documents and procedures; and
- educating and engaging with campus stakeholders and external partners on sustainability through research, projects, workshops, and other events.

AGENDA

Welcome and Introductions

Mission of the Sustainability Board

Some History: Sustainability Task Force, Sustainability Director and STARS Report, 2011 (<http://www.sjsu.edu/sustainability/sustainablecampus/astarsreport/index.html>)

2012-13 Accomplishments:

- Sustainability Map for Campus
- Sustainability @ SJSU Website (<http://www.sjsu.edu/sustainability/>)
- Weaving Sustainability into the Curriculum - pilot meeting
- Earth Day Table
- Campus as a Living Lab Proposal - Decision pending

2013-14 Planned Events

- Execute Campus as Living Lab Project - Fall 2013 and Spring 2014
- Sustainability Summit - Fall 2013
- Weaving Sustainability into the Curriculum Workshop - Spring 2014
- Newsletter - Fall and/or Spring
- STARS Report Up-Date - How do we continue to collect, maintain and track data for a STARS review in 2014?

Election: a) Sustainability Board Chair
b) Secretary

Board Ideas for 2013-14?

APPENDIX 1. Mission Statement for the Sustainability Board, from the Academic Senate

From the "COMMITTEES OF THE 2011/2012 ACADEMIC SENATE SAN JOSE STATE UNIVERSITY" at <http://www.sjsu.edu/senate/comdescriptions.pdf>

III. SPECIAL AGENCIES of the Academic Senate are established and appointed as needed. All special agencies and committees shall report to the Academic Senate unless it is otherwise specified at the time of their establishment.

Sustainability Board – Advises and makes recommendations to the Academic Senate and the President in the following areas: setting and measuring progress towards meeting University-wide goals to promote sustainability across academic and non-academic divisions; and benchmarking SJSU sustainability efforts relative to state and national leaders in university sustainability. The Board also works with appropriate units in the university as a resource for centralizing and effectively communicating information on SJSU's sustainability efforts, both internally and externally; integrating sustainability into key planning documents and procedures; and educating and engaging with campus stakeholders and external partners on sustainability through research, projects, workshops, and other events. Board Membership:

Ex-Officio: Director Sustainability, VP of University Advancement or designee, VP of Student Affairs or designee, AVP of FDO, Executive Director of Spartan Shops or designee, AS Director of Community and Environmental Affairs.

1 Dean (selected for a 2-year term by the Council of Deans)

1 faculty member from each college selected for 3-year terms

1 student selected by the VP of Student Affairs from among the membership of officially recognized student organizations focused on sustainability for a 1-year term.

1 Staff member appointed by the President in consultation with the Executive Committee

APPENDIX 2. Sustainability Board Members for 2013-14

Sustainability Board

Chair: TBD
(Reports to Senate, and the President)

St	Name	ZIP	Phone	Position	Term
A	Vacant			Director, Sustainability	EXO
B	Robb Drury	0184	41110	VP for Advancement or designee	EXO
C	Fernanda Karp	0031	41162	VP for Student Affairs or designee	EXO
D	Christopher Brown	0010	41950	AVP of FDO	EXO
E	Vacant	----	-----	Exec. Dir. Spartan Shops or designee	EXO
F	Paul Landon	0128	46411	AS Director of Comm. & Envr. Affairs.	EXO
G	Vacant	----	-----	Rep of Deans/Selected by Council of Deans	2014
H	Scott Fosdick	0055	47556	Applied Sciences and the Arts	2016
I	Miwa Merz	0069	43519	Business	2016
J	Nadia Sorkhabi	0075	47478	Education	2016
K	Vacant	----	-----	Engineering	2015
L	Vacant	----	-----	Humanities & the Arts	2016
M	Lynne Trulio	0115	45445	Social Sciences	2015
N	Vacant	----	-----	Science	2016
O	Peggy Cabrera	0028	82034	General Unit	2014
P	Vacant	----	-----	Staff Member	2014
Q	Vacant	0128	46242	Student (Appt. by VP Student Affairs)	2014

APPENDIX 3. Top STARS Actions for SJSU

-See Excel File Sent with the Agenda

APPENDIX 4. List of duties for Director of Sustainability, developed by the Sustainability Board

The duties and responsibilities of the Director of Sustainability include:

- 1) Chairing University Sustainability Board and reporting annually (and as needed) to the President and Academic Senate.
- 2) Coordinating Sustainability Matters Speakers Series (with 3-4 events/semester).
- 3) Providing centralized information to campus about sustainability programs through a website, listserv and other electronic communications including social media.
- 4) Coordinating with University Advancement to publicize sustainability efforts in research, teaching, operations and community partnerships.
- 5) Preparing a campus wide "Sustainability@SJSU" directory and map that indexes faculty teaching and research in sustainability areas (in consultation with Faculty-in-Residence), as well as student organizations and community project connections.
- 6) Supporting campus projects that promote integrative learning on sustainability themes, prepare students for jobs in the green economy, and strengthen connections between campus and community.
- 7) Providing a centralized resource for benchmarking STARS improvements and working with appropriate departments and programs to assess STARS Report and follow recommendations.
- 8) Coordinating with FD&O to ensure coherent and accurate communication about campus facilities and operations.
- 9) Identifying resources to support programs to develop campus awareness of sustainability practices and ways to become involved, including coordinating with appropriate groups to support co-curricular sustainability efforts including Associated Students, Career Center, Center for Community Learning & Leadership, CommUniverCity, and the Environmental Resource Center.
- 10) Represent sustainability at regular campus events such as orientation events for new students, new Chairs, and new faculty, Health and Wellness Fair, Student Organizations Fair, Community Connections Fair, Neat Ideas Fair and other entrepreneurship events.
- 11) Promoting and supporting full implementation of existing CSU and SJSU sustainability policies such as CSU Executive Order EO 987 and Associated Students Board of Directors Resolution 08-09/02.
- 12) Promoting the efforts of SJSU on sustainability to the wider community; connect with the community, such as the City of San Jose, on sustainability projects and initiatives.

First Fall 2013 Sustainability Board Meeting - Minutes

August 26, 2013, 10:30-11:45am, TH 207

Attendees: Adam Filipp, Robb Drury, Chris Brown, Eugene Cordero, Michael Parrish, Michael Fallon, Beverly Grindstaff, Peggy Cabrera, Lynne Trulio

Sustainability Board Membership Items:

- Adam Filipp is the new Spartan Shops rep. We will put him on the Board email list.
- Lynne will write to Dean Hsu asking for Engineering Rep and will write to Jen Davis, AS Director of Sustainability to be on the Board
- Peggy will work on staff vacancy, seeking someone at the Library
- Chris notes that FD&O is hiring an energy and sustainability person, who will be the FD&O rep to the Board
- Robb will continue to have his office maintain the website

Lynne reviews the history of the Sustainability Board and activities planned for 2013-14.

Official Actions:

- Lynne Trulio is elected chair of the Sustainability Board for 2013-14
- Adam Filipp is elected the secretary of the Sustainability Board for 2013-14

Standing Meeting Time for Fall:

- Meetings will be first Monday of the month, 9:00-10:15am
- Next meeting is an anomaly; it will be Sept 9
- After that, Oct 7, Nov 4, and Dec 2

Next Meeting Activities:

- Eugene suggests we use the SJSU blog function to post events on the Sustainability webpage; he will look into how to do this.
- Robb recommends we ask everyone on the Board to review the website and make comments. We will review the website at the next meeting.
- Michael F. suggests we have an SJSU Sustainability Open Meeting for the campus, instead of the labor-intensive forum last year's Board had planned. We all like this idea! We will discuss at the next meeting.

Ideas for the Sustainability Open Meeting - Discuss at next meeting

- Have open meeting on Oct 7 or another date
- Ask people from around campus to attend and talk about their personal sustainability efforts and what they want to see on campus
- Highlight interesting campus stuff, i.e. the campus cops on motorized bikes
- Introduce the Campus as Living Lab program

- Set 7 STARS goals for the campus and discuss at the open meeting
- Advertise through Deans and college Policy meetings

Directions for 2013-14:

- Lynne notes that the Board is resource limited and recommends seeking funding for projects when possible.
- Michael F. and Chris both suggest developing policies and taking them to the Academic Senate. Chris is interested in a policy that prevents the printing of documents, especially glossies, that don't need to be printed. For this idea:
 - * Need to look into current SJSU policies

* Research other policies at CSUs or corporate policies, example CSU East Bay

* Put forward to the Academic Senate

- Eugene's College Energy Conservation Idea:

* He did an Energy use in Duncan Hall baseline study back in 2010 and found lots of energy is wasted. How to reduce this?

* What financial incentive can be given to the Colleges to save energy?

* Idea: Have an energy savings contest between the Colleges and the one that saves the most will get 25-30% of the savings for that year. Chris thinks this could work.

- Go to EnvS 168 to pitch projects from the Sustainability Board; next time discuss ideas from the STARS report and other ideas.
- In summary, this year:
 - * Work on campus-wide policies, procedures and campaigns this year
 - * Seek funding for Sustainability Board projects

ACTION ITEMS:

- Lynne: Will write to Dean Hsu asking for Engineering Rep and will write to Jen Davis, AS Director of Sustainability to be on the Board
- Peggy: Will work on staff vacancy, seeking someone at the Library
- Eugene: Will look into how to use blogs on SJSU website to list events

NEXT MEETING: Monday, Sept 9, 9:00-10:15, Location Tower Hall, Room 110

Agenda Items:

- Review the website at the next meeting
- Discuss Sustainability Open Meeting
- Discuss key STARS actions to pitch to EnvS 168
- Discuss filling vacant Board Seats

Second Fall 2013 Sustainability Board Meeting - Minutes

September 9, 2013, 9:00-10:15am, TH 110

Next Meeting: October 7th

Attendees: Adam Filipp, Robb Drury, Scott Fosdick, Eugene Cordero, Michael Parrish, Michael Fallon, Michael Parrish, Beverly Grindstaff, Peggy Cabrera, Lynne Trulio, Nadia Sorkhabi, Meikang Qiu, Miwa Merz

Agenda Items:

- Energy Competition Planning
- Energy Summit Preparations
- Website Updates

New Member Engagement

- Michael asks new members what brings them to the meeting and what they want to contribute to the board.
- Miwa Merz would like to see more done with recycling in terms of education and recycling bin availability
- Scott Fosdick responds to Miwa, believes that it is hard to create a different mindset around sustainability. Agrees with Miwa that recycling should be easier than it is currently. Notes that the inability to turn lights off in faculty offices also prevents moves towards greater energy efficiency.
- Meikang Qiu is interested in energy use in the computer lab specifically focused on reducing circuit loads. Suggest we look at cloud computing or other technologies to save money at peak hours.
- Adam Filipp talks about what Spartan Shops is doing about Food Waste

Lynne transitions discussion to today's agenda items:

Campus Energy Competition:

- Lynne proposes that we reach out to other CSU Dean's to get them involved in a competition to be more sustainable with the goal being cost reduction.
- Lynne notes that if we have a College Energy Competition, Chris Brown from FD&O is willing to award some of the savings back to the winning college.
- Duncan Hall spends 4 million on energy use annually
- Suggestion to put more classes online
- Beverley believes that this will simply move energy use off-campus, not reduce it
- Peggy makes a recommendation that we try to quantify the difference in energy use of commuting or telecommuting .
- We need to look at where other schools are: UCs and CSUs
- We discuss the idea of a summit to inform SJSU on how to reduce our carbon footprint

Sustainability Open Meeting (Energy Summit):

- When: Middle of November
- Where: Library
- Have a Public Forum where the public brings up issues that concern them or actions that they think the sustainability board should work on.
- A series of talks by qualified experts that discuss current and upcoming sustainability issues.
- Focus on energy and cost savings
- Engage student organizations such as Associated Students.
- Peggy suggest that we can engage students by calculating the average student's electricity demands are and how they can save money.

Website:

- Beverley notes that we could have something on the website that shows what one individual can do to be sustainable. WE need to show SJSU faculty and students how feasible these individual sustainable practices are.
- Use social media through Associated Students? To engage students in events. Increase visibility.
- To avoid being stale; use twitter feed app on site (#sustainability) : this would bring what people are doing around campus to our sustainability page.
- Green Vision: Junk mail reduction kit for faculty.
- Spartan Shops and the Sustainability Board can work together to liven up the website.

Action Items:

- Lynne: Will meet with Adam to discuss how Spartan shops can help with web design.
- Lynne: Will meet with Chris Brown to firm up details of the College Energy Competition and will line up speakers for the energy summit.
- Peggy: Will continue to look at what tools we can use to measure student's electricity use and will help find a location for the energy summit.
- Everyone: Will bring ideas to the next meeting on what they would contribute to the sustainability summit.

Next Meeting: Monday, October 7, 9:00-10:15, Location TBA

Agenda Items

- Discuss details and next steps for Campus Competition.
- Create a draft program for the Energy Summit based on the Board's contributions and ideas.
- Review with Sustainability Board on the next steps for the website .